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ABSTRACT

In addition to its routine responsibilities, the Illinois Community College Board (ICCB) has identified special goal areas based on issues of high priority for the Illinois Community College System (ICCS) related to the Board's mission and philosophy. For 1993 and 1994, eight goals were identified: (1) accountability, i.e., to document the performance and effectiveness of the state's community colleges; (2) articulation, i.e., to initiate activities that facilitate successful transition for students from high schools to community colleges and from community colleges to universities; (3) grants and contracts, i.e., to secure state, federal, and private sector grants and contracts to provide enhanced funding for ICCB and ICCS initiatives; (4) legislative advocacy and public relations, i.e., to promote the ICCS as a cost-effective, accountable system of higher education and to foster effective relations with state and federal governments; (5) substance abuse prevention and education, i.e., to provide leadership to the ICCS in identifying and developing substance abuse prevention and education initiatives on campuses and in local communities; (6) telecommunications, i.e., to promote the use of telecommunications technology in the ICCS; (7) teaching and learning, i.e., to focus statewide attention on the critical areas of teaching and learning and to assist colleges in marketing teaching and learning excellence as the hallmark of community colleges; and (8) workforce preparation, i.e., to enhance the effectiveness of the ICCS as a leader in the preparation of a competitive workforce and to assist the ICCS in marketing workforce development efforts. This report provides an overview of each of the goals, related objectives, activities, timelines, staff assignments, and outcomes for 1993 and 1994. (KP)

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Illinois Community College Board

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Final Report on 1993 & 1994 Goals and Objectives

September 1994

JC 940 620

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September 1994

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Illinois Community College Board

FINAL REPORT ON
1993 AND 1994 GOALS AND OBJECTIVES

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MISSION

The mission of the Illinois Community College Board, as the state coordinating board for community colleges, is to administer the Public Community College Act in a manner that maximizes the ability of the community colleges to serve their communities, promotes cooperation within the system, and accommodates those state of Illinois initiatives that are appropriate for community colleges.

PHILOSOPHY

In carrying out its mission, the Illinois Community College Board affirms its commitment to the "educational development of all persons to the limit of their capacities" as established in the Illinois Constitution. The Board further affirms its commitment to provide leadership and direction to the community college system in ways that maximize local autonomy but which assure that each local institution is allowed an equal chance of success. The Board accepts its role as a coordinating agency and believes that, in this role, it is an integral partner with local boards of trustees in providing a framework for successful learning experiences for all residents of Illinois.

The Board commits itself to the following principles in implementing its coordinating responsibilities for the community college system.

- Society's values can, and must, be shaped and revised by community colleges where leadership, integrity, humanity, dignity, pride, and caring are purposefully taught and modeled.
- The focus of all activities within the system should be quality and excellence.
- Expressions and manifestations of bigotry, prejudice, and denigration of character are intolerable in the Illinois community college system.
- Experiences of community college students should be directed at developing each individual as an informed, responsible, and contributing citizen.
- No individual is inherently more important than another, and each must be provided an equal opportunity to achieve success, regardless of heritage or environmental condition.
- The Illinois community college system has a responsibility to assist communities in identifying and solving those problems that undermine and destroy the fibre of the community.
- The Illinois community college system has a responsibility to be accountable, both for its activities and its stewardship of public funds.

GOALS FOR 1993 AND 1994

In addition to its routine responsibilities, the Illinois Community College Board has identified special goal areas in which to focus its attention. The selection of these goals is based on issues which are of high priority for the community college system and which relate to the Board's mission and philosophy.

For 1993 and 1994, eight goals were identified: **accountability, articulation, grants and contracts, legislative advocacy and public relations, substance abuse prevention and education, teaching/learning, telecommunications, and workforce preparation**. The objectives within each goal area and activities designed to address the objectives were made based upon discussions by staff workgroups formed in each of the goal areas.

The following pages provide an overview of each of the goals, the objectives, activities, timelines, staff assignments, and outcomes for 1993 and 1994.

1993 AND 1994 GOALS

GOAL: ACCOUNTABILITY

TO DOCUMENT THE PERFORMANCE AND EFFECTIVENESS OF THE STATE'S COMMUNITY COLLEGES.

WORKGROUP: Rob Widmer, Virginia McMillan, Lynn Burger, Greg Florian, Scott Parke, Barb Risse, Ed Smith, Darice Yonker

OBJECTIVES:

1. To provide leadership to Illinois community colleges in their accountability efforts through activities such as a statewide conference on accountability and productivity.

Starting Date: June 1992
Completion Date: December 1994
Staff: FY 1992 and FY 1993 Accountability Workgroups

Outcomes: Accountability leadership conferences were conducted in 1992 and 1993; the 1994 conference is planned for December 1994; guidelines for 1993 and 1994 productivity reports were developed and workshops conducted; a system strategic plan was developed; and a manual presenting a uniform financial and reporting system was developed and disseminated to the colleges.

2. To develop an awards program to recognize Illinois community colleges for exemplary accountability efforts.

Starting Date: August 1992
Completion Date: March 1994
Staff: 1992 and 1993 Accountability Workgroups

Outcomes: Awards were presented to colleges in January 1993 and March 1994.

3.	To determine appropriate accountability measures for use by the ICCB.	**Starting Date:** December 1992 **Completion Date:** March 1993 **Staff:** Burger, McMillan, Risse, Smith, Workgroup **Outcomes:** An inventory of accountability measures was adopted by the Board in March 1993.
4.	To compile and present data related to the statewide accountability measures.	**Starting Date:** January 1993 **Completion Date:** September 1994 **Staff:** McMillan, Parke, Smith, Widmer, Yonker, Workgroups **Outcomes:** 1993 and 1994 Accountability and Productivity Reports of the Illinois Community College System containing statewide accountability measures were completed. A study of transfer rate calculation models was conducted resulting in the Board's adoption of an Illinois model.
5.	To implement a program for guaranteeing the skills of community college graduates	**Starting Date:** July 1992 **Completion Date:** June 1994 **Staff:** Burger, Smith **Outcomes:** Pilot testing of the guarantees program was conducted, evaluated, and concluded, resulting in guarantee guidelines and adoption of guarantees at community colleges.

WORK PLANS

GOAL: ACCOUNTABILITY

OBJECTIVE #1: To provide leadership to Illinois community colleges in their accountability efforts through activities such as a statewide conference on accountability and productivity.

STAFF: Workgroups

ACTIVITY	TIMELINES	STAFF	STATUS
1. Plan a statewide leadership conference on accountability.	July 1992-October 1992	FY 1992 Workgroup	Completed 10/92
2. Conduct statewide leadership conference on accountability.	November 12, 1992	FY 1992 Workgroup and other ICCB staff	Completed 11/12/92
3. Prepare summary of the issues raised at the accountability conference strategic planning session.	November-December 1992	McMillan	Completed 12/92
4. Distribute strategic planning session summary to system.	December 1992	FY 1993 Workgroup	Completed 12/92
5. Develop guidelines for colleges' preparation of 1993 productivity reports and response to the ICCB 1992 statewide analysis of low enrollment programs.	December 1992	Lach McMillan Risse Widmer	Completed 12/92
6. Provide colleges with guidelines for completing the 1993 productivity reports.	January 1993	McMillan Parke Risse Widmer	Completed 12/92

ACTIVITY	TIMELINES	STAFF	STATUS
7. Initiate discussion concerning implementation of the new ICCB power to establish "uniform financial accounting and reporting standards and principles for community colleges."	January 1993	Florian Howard Israel Smith Steelman Widmer	Completed 1/93
8. Develop a plan for implementing the new ICCB power to establish "uniform financial accounting and reporting standards and principles for community colleges."	January 1993 - March 1993	Florian Howard Israel Smith Steelman Widmer	Completed 3/93
9. Conduct a workshop on productivity reporting guidelines.	February 1993	McMillan Risse Widmer	Combined with #10 for 1993. Workshop for 1994 held 12/93.
10. Conduct a workshop on program review and MIS reporting.	June 1993	Parke Risse McMillan	Completed 5/93
11. Develop system strategic plan.	May-December 1993	McMillan Howard	Completed 12/93
12. Plan and sponsor statewide leadership conference related to accountability and strategic planning.	September-December 1993	ICCB Staff	Completed 12/10/93
13. Provide colleges with guidelines for completing the 1994 IBHE productivity reports.	December 1993	McMillan Parke Risse Widmer	Completed 12/93

WORK PLANS

GOAL: ACCOUNTABILITY

OBJECTIVE #2: To develop an awards program to recognize Illinois community colleges for exemplary accountability efforts.

STAFF: Andres, Florian, Risse, Singley, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Develop criteria and award application form.	August 1992 - September 1992	Andres Florian Risse Singley	Completed 9/92
2. Notify system and solicit applications/nominations for ICCB Institutional Quality Awards.	September 1992	ICCB Staff	Completed 9/92
3. Review applications and select recipients of ICCB Institutional Quality Awards.	November 1992 - December 1992	FY 1992 Workgroup	Completed 9/92
4. Make presentation of ICCB Institutional Quality Awards at the January board meeting.	January 1993	ICCB	Completed 1/93
5. Develop appropriate follow-up public relations materials and press releases.	January 1993	Getz	Completed 1/93
6. Evaluate previous accountability awards and consider focus of any subsequent award.	March 1993	FY 1993 Workgroup	Completed 5/93
7. Develop criteria and award application form.	July 1993 - September 1993	Florian Parke Risse	Completed 11/93
8. Notify system and solicit applications/nominations for ICCB accountability award.	September 1993 Revised to 12/93	ICCB Staff	Completed 12/93

ACTIVITY	TIMELINES	STAFF	STATUS
9. Review applications and select recipients of ICCB accountability awards.	February 94	FY 1993 Workgroup	Completed 2/94
10. Make presentation of ICCB accountability award at the January board meeting.	March 1994	ICCB	Completed 3/94
11. Develop appropriate follow-up public relations materials and press releases.	March 1994	Getz	Completed 3/94

WORK PLANS

GOAL: ACCOUNTABILITY

OBJECTIVE #3: To determine appropriate accountability measures for use by the ICCB.

STAFF: Burger, McMillan, Risse, Smith, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Prepare draft final list of accountability measures based on preliminary list prepared in FY 1992.	December 1992 - January 8, 1993	McMillan Burger Risse Smith	Completed 12/92
2. Share draft with workgroup.	December 1992 - January 15, 1993	McMillan Burger Risse Smith	Completed 12/92
3. Obtain input from ICCB staff.	January 22, 1993	McMillan Burger Risse Smith	Completed 1/93
4. Obtain input from advisory committees.	January 25 - February 5, 1993	McMillan Widmer Burger	Completed 2/93
5. Prepare draft report on recommended measures for ICCB Committee on Accountability and Cost Effectiveness.	February 1993	McMillan Burger Risse Smith	Completed 2/93
6. Present report on recommended measures to ICCB for approval.	March 1993	McMillan	Completed 3/93

WORK PLANS

GOAL: ACCOUNTABILITY

OBJECTIVE #4: To compile and present data related to the statewide accountability measures.

STAFF: McMillan, Parke, Smith, Widmer, Yonker, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Review ICCB action concerning statewide accountability measures to identify what data currently exists in the ICCB databases.	March 1993	McMillan Parke Smith Widmer Yonker	Completed 3/93
2. Develop a schedule for completing the analyses of various measures.	March 1993	McMillan Parke Smith Widmer Yonker	Completed 5/93
3. Compile and analyze data for measures being considered in 1993 accountability analysis.	March 1993 - June 1993	McMillan Parke Smith Widmer Yonker	Completed 6/93
4. Solicit input on ICCB staff analyses of data from advisory committees and other system representatives.	May 1993	McMillan Parke Smith Widmer Yonker	Completed 6/93
5. Present to the ICCB Committee on Accountability and Cost Effectiveness a draft of the statewide analyses sections of the 1993 Accountability and Productivity Report for the Illinois community college system.	July 1993	Widmer	Completed 7/93

ACTIVITY	TIMELINES	STAFF	STATUS
6. Incorporate summary of colleges' productivity reports into the 1993 Accountability and Productivity Report for the Illinois community college system.	September 1993	McMillan Parke	Completed 9/93
7. Present the 1993 Accountability and Productivity Report for the Illinois Community College System to the ICCB.	September 1993	McMillan Widmer	Completed 9/93
8. Present the 1993 Accountability and Productivity Report for the Illinois community college system to the Illinois Board of Higher Education.	October 1993	Israel	Completed 10/93
9. Work with ICCB legislative advocacy and public relations planning group to disseminate appropriate elements of the report.	September-October 1993	McMillan Parke Smith Widmer Yonker	Completed 11/93
10. Coordinate follow-up of any recommendations adopted by the ICCB in response to the 1993 Accountability and Productivity Report of the Illinois community college system.	November 1993	FY 1993 Workgroup	Completed 11/93
11. Compile and analyze data for measures being considered in 1994 accountability analysis.	January 1994 - June 1994	McMillan Parke Smith Widmer Yonker	Completed 6/94
12. Solicit input on ICCB staff analyses of data from advisory committees and other system representatives.	May 1994	McMillan Parke Smith Widmer Yonker	Completed 6/94
13. Present to the ICCB Committee on Accountability and Cost Effectiveness a draft of the statewide analyses sections of the 1994 Accountability and Productivity Report for the Illinois community college system.	July 1994	Widmer	Completed 5/94

ACTIVITY	TIMELINES	STAFF	STATUS
14. Incorporate summary of colleges' productivity reports into the 1994 Accountability and Productivity Report for the Illinois community college system.	September 1994	McMillan Parke	Completed 9/94
15. Present the 1994 Accountability and Productivity Report for the Illinois community college system to the ICCB.	September 1994	McMillan Widmer	Completed 9/94
16. Present the 1994 Accountability and Productivity Report for the Illinois community college system to the Illinois Board of Higher Education.	October 1994	Executive Director	To be completed 10/94
17. Work with ICCB legislative advocacy and public relations planning group to disseminate appropriate elements of the report.	September-October 1994	McMillan Parke Smith Widmer Yonker	To be completed 10/94
18. Coordinate follow-up of any recommendations adopted by the Board in response to the 1994 Accountability and Productivity Report of the Illinois community college system.	November 1994	Workgroup	To be completed 11/94

WORK PLANS

GOAL: ACCOUNTABILITY

OBJECTIVE #5: To implement a program of guaranteeing the skills of community college graduates.

STAFF: Burger, Smith

This objective began in fiscal year 1992 with the ICCB's adoption of the "Plan for Implementation of Educational Guarantees," which established a two-year pilot-test phase and a one-year implementation phase. The past two years continued the pilot testing and concluded with initiating the implementation phase. (The guarantees work team also includes Sarah Hawker, IBHE; John Klit, ISBE; Debra Bragg, U of I; and Darcy McGrath, ICCB.)

ACTIVITY	TIMELINESS	STAFF	STATUS
1. Conduct pilot testing.			
a. Coordinate pilot testing.	July 1992 - June 1994	Work Team	Completed 6/94
b. Research all guarantees available nationwide, summarize information, and distribute to pilot-test sites.	October 1992 - June 1994	Bragg	Completed 6/94
c. Prepare and update written materials on guarantees as needed, i.e. briefing paper, guidelines, pilot-test contact list, memos, and guarantees handbook.	August 1992 - June 1994	Bragg McGrath Burger	Completed 6/94
d. Give presentations on guarantees at workshops, conferences, and colleges.	August 1992 - June 1994	Burger	Completed 6/94

ACTIVITY	TIMELINESS	STAFF	STATUS
e. Obtain input from system via pilot test contacts, program advisory committee, regional career deans meetings, and ad hoc guarantee advisory committee.	August 1992 - June 1994	Burger McGrath	Completed 3/94
f. Develop tracking/ evaluation mechanisms to track, report on, and evaluate pilot testing.	August 1992 - June 1994	Burger McGrath	Completed 6/94
g. Develop and implement "marketing" plans to inform the system, state, and nation of the guarantees initiative.	November 1992 - June 1994	Work Team	Completed 11/92-6/94
2. Evaluate pilot testing.	June 1994	Work Team	To be Completed 12/94
a. Analyze results of pilot testing to identify effective procedures to implement guarantees, terms and conditions to set, guarantees called, and needed policy.			

ACTIVITY	TIMELINESS	STAFF	STATUS
3. Establish or revise corresponding policies if needed. a. Conduct rule making if new or revised policy is needed, including drafting rules for system review, presenting draft rules to ICCB for initial approval, filing rules with JCAR, and revising and presenting rules to the ICCB for adoption.	July 1994 - December 1994	Work Team	Completed 8/94
4. Initiate statewide implementation of guarantees. a. Prepare "Guarantees Implementation Handbook" based on the results of the pilot testing to assist with systemwide implementation.	July 1993 - December 1994	Bragg McGrath Smith Burger	Completed 7/94
b. Initiate statewide implementation of guarantees, in keeping with results of pilot testing and any related policy, providing assistance as needed.	December 1994	Work Team	To be Completed 12/94

1993 AND 1994 GOALS

GOAL: ARTICULATION

TO INITIATE ACTIVITIES THAT FACILITATE SUCCESSFUL TRANSITION FOR STUDENTS FROM HIGH SCHOOLS TO COMMUNITY COLLEGES AND FROM COMMUNITY COLLEGES TO UNIVERSITIES.

WORKGROUP: Ivan Lach, Lynn Burger, Preston Morgan, Barb Risse, Yvonne Singley, Rob Widmer, Darcy McGrath

OBJECTIVES:

1. To develop articulation guidelines for discipline-specific lower-division programs designed for community college students planning to complete baccalaureate degrees in these areas (Articulation Guidelines for Art and Music).

Starting Date: December 1991
Completion Date: May 1993
Staff: Lach, Risse, Singley

Outcomes: Articulation guidelines for students planning to major in art and music were completed and disseminated to colleges.

2. To develop a system for identifying courses that are articulated to satisfy general education and lower-division major field requirements at all universities in Illinois.

Starting Date: July 1992
Completion Date: June 1995
Staff: Lach, Morgan, Risse, Singley, Widmer, McGrath

Outcomes: Guidelines for articulated general education requirements were presented to the ICCB and IBHE in June and July 1994 with action expected in September. Work on articulated lower-division major field requirements will be included in the Board's 1995 goals.

3.	To prepare a report showing the status of each community college in implementing the ICCB AA and AS degree models and update the report annually.	**Starting Date:** July 1, 1992 **Completion Dates:** October 7, 1992 June 1993 November 1993 **Staff:** Risse **Outcomes:** Report and updates completed and disseminated to colleges.
4.	Work with community college and university faculty and academic administration to develop agreements which will articulate associate in applied science degrees with university baccalaureate degrees in the technical areas.	**Starting Date:** February 15, 1993 **Completion Date:** June 1994 **Staff:** Burger, Morgan, Lach, McGrath **Outcomes:** The articulation panels on nursing, physical therapy, occupational therapy, and clinical laboratory made significant progress during the past year but need one more year to complete their work. A status report showing all current articulation agreements for the AAS degree at Illinois colleges and universities has been completed and disseminated.

WORK PLANS

GOAL: ARTICULATION

OBJECTIVE #1: To develop articulation guidelines for discipline-specific lower-division programs designed for community college students planning to complete baccalaureate degree in these areas (Articulation guidelines for Art and Music).

STAFF: Lach, Risse, Singley

ACTIVITY	TIMELINES	STAFF	STATUS
1. Meet with Transfer Coordinators to determine discipline-specific areas that need to be articulated.	December 1992	Lach Risse Singley	Completed 11/18/92
2. Meet with community college and university faculty and administrators to reach consensus on articulation guidelines for art majors and music majors and prepare a draft report.	November 1992	Risse Singley	Completed 11/1/92
3. Meet with Transfer Coordinators to discuss draft guidelines and to obtain any revisions, suggestions, or redirections.	November 18, 1992	Risse Singley	Completed 11/18/92
4. Complete the final reports of Articulation Guidelines for Students Planning to Major in Music and Guidelines for Students Planning to Major in Art and disseminate to community colleges.	May 15, 1993	Risse Singley	Completed 7/93

WORK PLANS

GOAL: ARTICULATION

OBJECTIVE #2: To develop a system for identifying courses that are articulated to satisfy general education and lower-division major field requirements at all universities in Illinois.

STAFF: Lach, Morgan, Risse, Singley, Widmer, McGrath

ACTIVITY	TIMELINES	STAFF	STATUS
1. Complete plan for a new articulation initiative with IBHE and universities.	September 3, 1992	Lach Israel	Completed 9/3/92
2. Obtain faculty nominees from presidents and ICCFA to staff general education articulation panels in five different disciplines.	December 30, 1992	Lach	Completed 12/7/92
3. Complete draft of the model general education curriculum and lists of acceptable general education courses in each discipline area and disseminate to the system for review.	October 15, 1993	Lach Morgan Risse Singley Widmer McGrath	Completed 10/94
4. Conduct regional open hearings on draft of the model general education curriculum and the lists of acceptable general education courses in each disciple area.	November 30, 1994	Lach Morgan Risse Singley Widmer McGrath	Completed 11/94

ACTIVITY	TIMELINES	STAFF	STATUS
5. Initiate six articulation panels in major-specific discipline areas to identify and describe the lower division major field courses that should be accepted by all universities in each of these disciplines.	February 15, 1994	Lach Morgan Risse Singley Widmer McGrath	Panels formed; activity moved to FY95.
6. Revise the draft of the model general education curriculum and the list of acceptable general education courses and present to the ICCB and the IBHE for approval.	March 15, 1994	Lach Morgan Risse Singley Widmer McGrath	Revised Draft Completed 6/94; Action to be taken 9/94
7. Disseminate the model general education curriculum and the list of state articulated general education courses to all colleges.	May 15, 1994	Lach Morgan Risse Singley Widmer McGrath	To be completed 9/94
8. Disseminate draft reports of the major field articulation panels for review to colleges and universities.	June 30, 1994	Lach Morgan Risse Singley Widmer McGrath	Moved to FY95 objective

WORK PLANS

GOAL: ARTICULATION

OBJECTIVE #3: To prepare a report showing the status of each community college in implementing the ICCB AA and AS degree models.

STAFF: Risse

ACTIVITY	TIMELINES	STAFF	STATUS
1. Survey the community colleges regarding their AA and AS degree requirements.	August 1, 1992	Risse	Completed 7/15/92
2. Prepare draft report showing the status of each community college in implementing the ICCB AA and AS degree models.	September 1, 1992	Risse	Completed 8/10/92
3. Send draft report to colleges for second verification and review to resolve possible differences in interpretations.	October 1, 1992	Risse	Completed 9/15/92
4. Finalize the report showing the status of each community college in implementing the ICCB AA and AS degree models and disseminate to all community colleges.	November 15, 1992	Risse	Completed 10/7/92
5. Update report	June 30, 1993	Risse	Completed 6/23/93
6. Update report	November 30, 1993	Risse	Completed 11/30/94

WORK PLANS

GOAL: ARTICULATION

OBJECTIVE #4: Work with community college and university faculty and academic administration to develop agreements which will articulate associate in applied science degrees with university baccalaureate degrees in the technical areas.

STAFF: Lach, Burger, Morgan, McGrath

ACTIVITY	TIMELINES	STAFF	STATUS
1. Explain the need for and request the assistance of IBHE staff, university system chief academic officers, and university academic administrators for the development of articulation agreements for associate in applied science degrees.	February 15, 1993	Lach	Completed 2/93
2. Meet with community college deans, IBHE staff, and business/industry representatives to identify associate in applied science degrees that need to be articulated with area universities.	June 30, 1993	Morgan Burger McGrath Lach	Completed 6/93
3. Initiate articulation panels of university faculty and community college faculty to develop articulation agreements for associate in applied science degrees in three to four specific fields.	October 30, 1993	Burger McGrath	Completed 10/93

ACTIVITY	TIMELINES	STAFF	STATUS
4. Conduct a statewide leadership conference on articulation in health professions.	July 1993	Burger Morgan Lach McGrath	Completed 7/93
5. Establish and convene articulation panels on nursing, physical therapy, occupational therapy, and clinical laboratory.	August 1993-June 1994	McGrath Burger	Completed 10/93
6. Draft reports reflecting status/nature of articulation models and remaining work needed for articulation panels to complete their work in fiscal year 1995.	June 1994	McGrath Burger	Completed 6/94
7. Publish a document showing all of the newly developed and existing articulation agreements for the AAS degree in Illinois and disseminate to colleges.	June 30, 1994	Morgan	Completed 6/94

1993 AND 1994 GOALS

GOAL: GRANTS AND CONTRACTS

TO SECURE STATE, FEDERAL, AND PRIVATE SECTOR GRANTS AND CONTRACTS TO PROVIDE ENHANCED FUNDING FOR BOARD AND COMMUNITY COLLEGE SYSTEM INITIATIVES.

WORKGROUP: Chris Merrifield, Larry Allen, Jim Howard, Preston Morgan

OBJECTIVES:

1. To identify state, federal, and private sector sources of funding.

   Starting Date: September 1992
   Completion Date: June 1994
   Staff: Allen, Merrifield, Morgan

   Outcomes: Acquisition of a library of grants materials and listings of systemwide funding initiatives and grant applications.

2. To obtain grants and contracts amounting to at least $100,000 in fiscal year 1993 and to exceed that amount in fiscal year 1994.

   Starting Date: November 1992
   Completion Date: June 1994
   Staff: Allen, Howard, Merrifield, Morgan

   Outcomes: During FY93 grants totalling $2.1 million were received from DCCA, ISBE, and DPA. During FY94, these grants totaled $2.2 million. Additional grants totaling $621,000 were obtained as follows: Illinois Department of Transportation: $50,000; Illinois Network of Literacy/Adult Resource Center: $105,000; Illinois Capacity Building for Adult Literacy Staff Development: $10,000; U.S. Department of Defense: $170,000; National Science Foundation: $250,000; and U.S. Departments of Education and Labor: $36,000 bringing the total funds generated through grants in fiscal year 1994 to over $2.8 million. Federal grant applications of $1.1 million to U.S. Department of Commerce and $326,000 to U.S. Department of Labor were submitted in May and June, respectively. Notification of awards will be given in late fall.

3. To ensure that the Illinois Community College System Foundation becomes fully operational.

Starting Date: November 1992
Completion Date: June 1994
Staff: Howard, Morgan

Outcomes: Legislation giving authorization for the Foundation was secured, funds amounting to $1.15 million have been obtained, and an executive director was hired. The executive director will work with the board of directors to develop a long-range plan.

WORK PLANS

GOAL: GRANTS AND CONTRACTS

OBJECTIVE #1: To identify state, federal, and private sector sources of funding.

STAFF: Allen, Merrifield, Morgan

ACTIVITY	TIMELINES	STAFF	STATUS
1. Order or subscribe to publications which will provide current information on the availability of grants.	September 1992-June 1994	Allen Merrifield Morgan	Completed 6/93
2. Meet with the Illinois Resource Development Council to develop systemwide funding initiatives.	December 1992-June 1994	Allen Merrifield	A meeting with IRDC representatives was held in December 1992, all community college resource development officers were notified of the ICCB's initiative. Systemwide proposals were developed as appropriate.
3. Develop a clearinghouse of information on grants applied for and received by individual colleges and to notify college resource development directors of ICCB funding initiatives.	March 1993	Merrifield Morgan	Completed 8/93

WORK PLANS

GOAL: GRANTS AND CONTRACTS

OBJECTIVE #2: To obtain grants and contracts amounting to at least $100,000 in fiscal year 1993 and to exceed that amount in fiscal year 1994.

STAFF: Merrifield, Allen, Howard, Morgan

ACTIVITY	TIMELINES	STAFF	STATUS
1. Establish a plan for internal processes to secure state and federal grants.	November 1992-January 1993	Merrifield Morgan	Completed
2. Select appropriate grants to coincide with the Board's goals and work with appropriate staff to develop proposals.	August 1992-June 1994	Allen Merrifield Morgan	Completed 8/92-6/94
3. Secure support of funding proposals from the Illinois Congressional delegation.	January 1993-June 1994	Merrifield Israel Board Members	Completed 1/93-6/94
4. Conduct visits to Washington to lobby on behalf of the Board's funding proposals.	January 1993-June 1994	Merrifield Israel	Completed 1/93-6/94

WORK PLANS

GOAL: GRANTS AND CONTRACTS

OBJECTIVE #3: To ensure that the Illinois Community College System Foundation becomes fully operational.

STAFF: Howard, Morgan, Steelman, Foundation Executive Director

ACTIVITY	TIMELINES	STAFF	STATUS
1. Secure passage of legislation giving clear authorization for the Foundation to operate.	November 1992-June 1993	Howard Israel Steelman	Completed 7/93
2. Obtain the services of a full-time executive director.	December 1992	Howard Israel	Completed 6/94
3. Secure funds sufficient to sustain the daily operations of the Foundation through grants, donations, and fund-raising activities.	September 1992-June 1994	Howard Israel Morgan Fndtn. Exec. Dir.	Completed 5/94
4. Develop a long-range plan to provide direction for the future activities of the Foundation.	March 1993	Howard Israel O'Connor	The Foundation executive director is working with the Foundation Board to develop a plan.

1993 AND 1994 GOALS

GOAL: LEGISLATIVE ADVOCACY AND PUBLIC RELATIONS

TO PROMOTE THE COMMUNITY COLLEGE SYSTEM AS A COST-EFFECTIVE, ACCOUNTABLE SYSTEM OF HIGHER EDUCATION COMMITTED TO EXCELLENCE AND TO FOSTER EFFECTIVE RELATIONSHIPS WITH THE ILLINOIS GENERAL ASSEMBLY AND THE FEDERAL GOVERNMENT (CONGRESS, DEPARTMENTS, AND AGENCIES) IN ORDER TO ENHANCE THE BOARD'S ADVOCACY ON BEHALF OF THE COMMUNITY COLLEGE SYSTEM.

WORKGROUP: Dave Steelman, Ellen Andres, Andi Berryman, Janet Getz, Jim Howard, Chris Merrifield, Kathy Oglesby

OBJECTIVES:

1.	To develop and implement a public relations plan.	**Starting Date:** November 1992 **Completion Date:** June 1994 **Staff:** Berryman, Getz, Howard **Outcome:** Public Relations Plan was developed; implementation has begun with statewide public service announcements and ads completed. A system public relations task force was established.
2.	To develop and present Legislative Outreach Awards to colleges that demonstrate a local commitment in this area.	**Starting Date:** November 1992 **Completion Date:** June 1994 **Staff:** Andres, Berryman, Getz, Howard, Oglesby, Steelman **Outcomes:** Awards were presented at March 1993 ICCB meeting.

3.	To develop a legislative agenda and plan for accomplishment of that agenda during the 88th General Assembly.	**Starting Date:** November 1992 **Completion Date:** June 1994 **Staff:** Andres, Berryman, Getz, Howard, Merrifield, Oglesby, Steelman **Evidence:** Legislative agendas for FY93 and FY94 were developed and followed.
4.	To develop a legislative outreach program to provide new legislative members with information about the community college system and to further advance existing outreach efforts through the use of a "rapid response team."	**Starting Date:** January 1993 **Completion Date:** June 1994 **Staff:** Andres, Berryman, Getz, Howard, Merrifield, Oglesby, Steelman **Outcomes:** Information packets were developed and updated; face-to-face meetings were conducted.
5.	To develop and implement a federal relations program which will establish working relationships with departments such as the Department of Education, agencies such as the National Science Foundation, and members of the Congressional delegation.	**Starting Date:** October 1992 **Completion Date:** June 1994 **Staff:** As appropriate to Board initiatives **Outcome:** Following resignation of federal relations staff, interaction with federal agencies and Congress has been limited to issues related to school-to-work, technology reinvestment, and telecommunications initiatives.

WORK PLANS

GOAL: LEGISLATIVE ADVOCACY AND PUBLIC RELATIONS

OBJECTIVE #1: To develop and implement a public relations plan.

STAFF: Berryman, Getz, Howard

ACTIVITY	TIMELINES	STAFF	STATUS
1. Review and evaluate current public relations activities and those further activities suggested by the Board.	January 1993	Berryman Getz Howard	Completed 1/93
2. Develop goals for a public relations program identifying the target audiences, participants, and expected outcomes and explore activities and identify resources to address the stated goals.	January 1993	Berryman Getz Howard	Completed 1/93
3. Draft a preliminary plan with staff and Board input.	February 1993	Berryman Getz Howard	Completed 5/93
4. Finalize the plan.	March 1993	Berryman Getz Howard	Completed 8/93
5. Begin implementation of the plan.	March 1993	Berryman Getz Howard	Completed 1/94

WORK PLANS

GOAL: LEGISLATIVE ADVOCACY AND PUBLIC RELATIONS

OBJECTIVE #2: To develop and present Legislative Outreach Awards to colleges that demonstrate a local commitment in this area.

STAFF: Andres, Berryman, Getz, Howard, Merrifield, Oglesby, Steelman

ACTIVITY	TIMELINES	STAFF	STATUS
1. Develop criteria for awards.	November 1992	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 11/92
2. Develop and mail applications for awards to colleges.	November 1992-December 15, 1992	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 12/92
3. Review applications and make selections.	December 1992-February 1993	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 2/93
4. Present awards.	March 19, 1993	Board	Completed 3/93

WORK PLANS

GOAL: LEGISLATIVE ADVOCACY AND PUBLIC RELATIONS

OBJECTIVE #3: To develop a legislative agenda and plan for accomplishment of that agenda during the 88th General Assembly.

STAFF: Andres, Berryman, Getz, Howard, Merrifield, Oglesby, Steelman

ACTIVITY	TIMELINES	STAFF	STATUS
1. Seek ICCB, community college system, and ICCB staff input on legislative agenda.	November 1992-January 1993	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 1/93
2. Monitor veto session activities for potential impact on legislative agenda.	November 1992-January 1993	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 1/93
3. Develop legislative agenda.	January 1993-June 1994	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 7/93; 7/94
4. Provide ongoing efforts to interact with legislators, staff, community college system representatives, and others to ensure movement of ICCB supported legislation.	November 1992-June 1994	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 7/94

WORK PLANS

GOAL: LEGISLATIVE ADVOCACY AND PUBLIC RELATIONS

OBJECTIVE #4: To develop a legislative outreach program to provide new legislative members with information about the community college system and to further advance existing outreach efforts through the use of a "rapid response team."

STAFF: Andres, Berryman, Getz, Howard, Merrifield, Oglesby, Steelman

ACTIVITY	TIMELINES	STAFF	STATUS
1. Provide new members with system and college-specific information at face-to-face meetings.	January 1993-April 1993	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 4/93
2. Develop and provide members with handouts/ packets discussing system issues.	January 1993-June 1993	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 5/93
3. Update and maintain local community college contact list for district legislators and encourage local interactions.	November 1992-June 1994	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 6/94
4. Utilize a rapid response team to provide both proactive and reactive responses to legislative issues and requests.	October 1992-June 1994	Andres Berryman Getz Howard Merrifield Oglesby Steelman	Completed 6/94

WORK PLANS

GOAL: LEGISLATIVE ADVOCACY AND PUBLIC RELATIONS

OBJECTIVE #5: To develop and implement a federal relations program which will establish working relationships with departments such as the Department of Education, agencies such as the National Science Foundation, and members of the Congressional delegation.

STAFF: Merrifield

ACTIVITY	TIMELINES	STAFF	STATUS
1. Provide briefing items about community colleges to members of the Congressional delegation.	December 1992-January 1993	Merrifield	Letters and information packets were distributed to Congressional delegation in 1993.
2. Meet monthly with appropriate agency officials concerning the Board's initiatives.	October 1992-June 1994	Merrifield	Activity modified due to unfilled position.
3. Ensure a continuous flow of information about community colleges to federal agency officials and members of the Congressional delegation.	October 1992-June 1994	Merrifield	Correspondence and meetings were held on a continuous basis from October 1992 through August 1993. Since that time, communication has been on an as-needed basis.
4. Develop a schedule of meetings in Washington to implement the Board's federal relations initiative.	October 1992-June 1994	Merrifield	Schedule was developed and implemented but not completed.

1993 AND 1994 GOALS

GOAL: SUBSTANCE ABUSE PREVENTION AND EDUCATION

TO PROVIDE LEADERSHIP TO THE COMMUNITY COLLEGE SYSTEM IN IDENTIFYING AND DEVELOPING SUBSTANCE ABUSE PREVENTION AND EDUCATION INITIATIVES ON COLLEGE CAMPUSES AND IN THE COMMUNITIES IN THE COLLEGE DISTRICT.

WORKGROUP: Kevin Graham, Liz Becker

OBJECTIVES:

1. To expand ICCB's involvement in state and national substance abuse education and prevention initiatives.

Starting Date: July 1992
Completion Date: June 1994
Staff: Graham

Outcomes: Staff attended DASA training seminars, actively participated in Campus Alcohol and Traffic Safety conference, and Eastern Illinois University's Policies and Programs for the 1990s. Colleges increased their incorporation of other areas such as decision-making skills, HIV/AIDS, and other issues with substance abuse prevention, into a global wellness approach. Staff were involved with the Illinois Postsecondary HIV Prevention Project.

2.	To identify alternative funding sources to assist community colleges in their substance abuse prevention and educations efforts.	**Starting Date:** December 1992 **Completion Date:** June 1994 **Staff**: Graham, Becker, Grants and Contracts Workgroup **Outcomes:** Grant information was obtained and disseminated to colleges. A grant was obtained from the Illinois Department of Transportation to be used in prevention/traffic safety initiatives.
3.	To continue to recognize colleges for outstanding substance abuse education and prevention programs.	**Starting Date:** March 1993 **Completion Date:** June 1994 **Staff:** Graham, Becker **Outcomes:** Awards were presented at June 1993 and 1994 ICCB meetings.

WORK PLANS

GOAL: SUBSTANCE ABUSE

OBJECTIVE #1: To expand ICCB's involvement in state and national substance abuse education and prevention initiatives.

STAFF: Graham

ACTIVITY	TIMELINES	STAFF	STATUS
1. Take part in Illinois Department of Alcoholism and Substance Abuse and other training programs, workshops, conferences, etc.	July 1992-June 1994	Graham	Completed 7/92-6/94
2. Become an active member of the Governor's Substance Abuse Strategy Board.	September 1992-June 1994	Graham	Completed 9/92-6/94
3. Coordinate with and provide technical assistance to Eastern Illinois University's Policies and Programs for the 1990's" project, in setting up prevention teams at community colleges south of I-80.	July 1992-June 1994	Graham	Completed 4/92-6/94
4. Expand the focus of the project into an overall "wellness" approach.	July 1992-June 1994	Graham	Completed 6/94

WORK PLANS

GOAL: SUBSTANCE ABUSE

OBJECTIVE #2: To identify alternative funding sources to assist community colleges in their substance abuse prevention and education efforts.

STAFF: Graham, Becker, Grants and Contracts Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Collect grant information in conjunction with the Grants and Contracts workgroup.	December 1992-June 1994	Graham Becker Grants and Contracts Workgroup	Completed 6/94
2. Disseminate information to the colleges.	December 1992-June 1994	Graham Becker	Completed 12/92-6/94

WORK PLANS

GOAL: SUBSTANCE ABUSE

OBJECTIVE #3: To continue to recognize colleges for outstanding substance abuse education and prevention programs.

STAFF: Graham, Becker

ACTIVITY	TIMELINES	STAFF	STATUS
1. Draft application form for awards.	March 1993	Graham Becker	Completed 3/93
2. Mail awards announcement and applications.	April 1993	Graham Becker	Completed 4/93
3. Review applications and select winning proposals.	May 1993	Graham Becker	Completed 5/93
4. Present awards.	June 1993	Graham Becker	Completed 6/93
5. Draft application form for awards.	March 1994	Graham Becker	Completed 3/94
6. Mail awards announcement and applications.	April 1994	Graham Becker	Completed 4/94
7. Review applications and select winning proposals.	May 1994	Graham Becker	Completed 5/94
8. Present awards.	June 1994	Graham Becker	Completed 6/94

1993 AND 1994 GOALS

GOAL: TELECOMMUNICATIONS

TO PROMOTE THE USE OF TELECOMMUNICATIONS TECHNOLOGY IN THE ILLINOIS COMMUNITY COLLEGE SYSTEM BY IMPLEMENTING THE RECOMMENDATIONS OF THE ICCB TELECOMMUNICATIONS TASK FORCE.

WORKGROUP: Pat Aulich, Kevin Cain, Kevin Everhart, Zach Mathew, Virginia McMillan, Scott Parke, Susan Srbljan, Cherie VanMeter

OBJECTIVES:

1. To work with IBHE to form a statewide telecommunications coordination committee.

   Starting Date: June 1992
   Ending Date: September 1992
   Staff: McMillan

   Outcome: Committee was formed and commenced operation in September 1992.

2. To (1) establish priorities and plans for extending the statewide network; (2) ensure compatible and cost-effective interconnections of regional networks; (3) support institutions in effectively utilizing the statewide network, including sharing information and expertise across institutions and regional consortia; (4) develop recommendations for financing telecommunications-based instructional delivery systems at the local, regional, and statewide levels; and (5) define operational policies and procedures for the statewide network in such areas as scheduling and obtaining "price breaks" through joint purchases.

   Starting Date: September 1992
   Completion Date: June 1994
   Staff: McMillan, Aulich, Srbljan

   Outcomes: Priorities and plans for extending the statewide network were established; statewide standards for equipment interoperability were developed and joint purchase arrangements were completed through MHEC and CMS, and a paper on ICCB policies as they relate to telecommunications and regional consortia was developed and disseminated to the system.

3. To assist colleges in obtaining funding for the implementation of telecommunications instructional delivery.

Starting Date: July 1992
Ending Date: June 1994
Staff: McMillan, Aulich, Lach, Merrifield, Widmer, Workgroup

Outcomes: During FY94 $15 million in capital funds were distributed through HECA Grants to establish 124 telecommunication sites; an additional $15 million was obtained and is being distributed during FY95; the Board in conjunction with the regional consortia and others applied for a $1.2 million Department of Commerce grant to interconnect all regions; and dissemination of external grant information to colleges was accomplished. Several community colleges have received external grant funds from private industry and government grants.

4. To update system on telecommunications activities.

Starting Date: September 1992
Completion Date: June 1994
Staff: McMillan, Aulich, Srbljan, Workgroup

Outcomes: The system was updated on a regular basis through CEO mailings, Presidents Council presentations, and presentations to statewide conferences and workshops. Meetings were held with all regional consortia and a statewide meeting with consortia was conducted. Results of the five-year plans submitted by the consortia were shared with the system.

5.	To pilot a data network between the ICCB office and selected community colleges.	**Starting Date:** July 1992 **Completion Date:** June 1994 **Staff:** Aulich, Cain, Everhart, McMillan, Parke **Outcomes:** Six colleges initially participated in the network pilot. Another ten colleges subsequently volunteered to submit their data through the network. Results of the pilot were positive. Thirty-six of the 40 districts are now on the Internet along with the ICCB office. The network will be converted to use the Internet as the backbone during FY95.
6.	To enhance the ICCB office local area network and computer system.	**Starting Date:** December 1992 **Completion Date:** January 1995 **Staff:** Aulich, Cain, Everhart, Mathew, McMillan, Parke, Srbljan, VanMeter **Evidence:** The updated system has been purchased and conversion is taking place as data updates are due.

WORK PLANS

GOAL: TELECOMMUNICATIONS

OBJECTIVE #1: To work with IBHE to form a statewide telecommunications coordination committee.

STAFF: McMillan

ACTIVITY	TIMELINES	STAFF	STATUS
1. Meet with IBHE staff and John Swalec to identify potential members.	June 19, 1992	McMillan	Completed 6/19/92
2. Provide IBHE with community college representative names.	June 24, 1992	McMillan	Completed 6/24/92
3. Notify members and schedule first meeting.	July 1992	McMillan IBHE staff	Completed 7/92
4. Hold first meeting of committee.	September 1992	McMillan IBHE staff	Completed 9/1/92

WORK PLANS

GOAL: TELECOMMUNICATIONS

OBJECTIVE #2: To (1) establish priorities and plans for extending the statewide network; (2) ensure compatible and cost-effective interconnections of regional networks; (3) support institutions in effectively utilizing the statewide network, including sharing information and expertise across institutions and regional consortia; (4) develop recommendations for financing telecommunications-based instructional delivery systems at the local, regional, and statewide levels; and (5) define operational policies and procedures for the statewide network in such areas as scheduling and obtaining "price breaks" through joint purchases.

Staff: McMillan, Aulich, Srbljan

ACTIVITY	TIMELINES	STAFF	STATUS
1. Develop position paper on priorities and plans.	November 1992-February 1993	McMillan IBHE Staff	Completed 2/93
2. Work with CMS and other groups as they establish standards to ensure that they are compatible with higher education standards.	July 1992-June 1994	McMillan Aulich	Completed 4/93
3. Identify systems that meet the standards.	January 1993-May 1993	Aulich McMillan	Completed 6/93
4. Develop plan for institutional sharing of information and expertise.	February 1993-June 1993	McMillan IBHE Staff	Completed 6/93
5. Develop funding strategies.	December 1992-June 1994	McMillan Israel IBHE Staff	Completed 6/93-6/94
6. Define operational policies and procedures.	July 1993-June 1994	Aulich IBHE Staff	Completed 5/94

WORK PLANS

GOAL: TELECOMMUNICATIONS

OBJECTIVE #3: To assist colleges in obtaining funding for the implementation of telecommunications instructional delivery.

STAFF: McMillan, Aulich, Lach, Merrifield, Widmer, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Revise advanced technology equipment grant rules to allow for expenditures on telecommunications equipment.	July 1992	Widmer Lach McMillan	Completed 7/92
2. Review HECA Grant proposals.	August 1992	McMillan	Completed 8/92
3. Include telecommunications request in FY94 and FY95 budget requests.	October 1992-January 1993	McMillan Widmer	Completed 12/92
4. Identify potential external funds for telecommunications use.	December 1992-June 1994	Merrifield McMillan Aulich	Completed 12/92-6/94

WORK PLANS

GOAL: TELECOMMUNICATIONS

OBJECTIVE #4: To update system on telecommunications activities.

STAFF: McMillan, Aulich, Srbljan, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Inform system of coordination committee work.	September 1992-June 1994	McMillan Aulich Srbljan	Completed 9/92-6/94
2. Provide updates to Presidents Council.	September 1992-June 1994	McMillan Aulich	Completed 9/92-6/94
3. Inform groups of telecommunications activities.	June 1992-June 1994	Workgroup	Completed 6/92-6/94

WORK PLANS

GOAL: TELECOMMUNICATIONS

OBJECTIVE #5: To pilot a data network between the ICCB office and selected community colleges.

STAFF: Aulich, Cain, Everhart, McMillan, Parke

ACTIVITY	TIMELINES	STAFF	STATUS
1. Purchase and install computer hardware and software to be used for the data network.	July 1992-November 1992	Aulich McMillan	Completed 11/92
2. Select and meet with the community colleges that will be using the data network.	December 1992-January 1993	McMillan Aulich Srbljan	Completed 3/93
3. Install equipment for the network at the community colleges.	January 1993-February	Aulich Everhart	Completed 3\93
4. Test the system to be sure it is functioning correctly.	February 1993	Aulich Cain Everhart	Completed 3/93
5. Begin transfer of data.	February 1993	Aulich Cain Everhart	Completed 3/93
6. Determine effectiveness of system.	June 1993	Aulich	Completed 6/93-6/94
7. Develop expansion plan for network.	September 1993	Aulich Cain Everhart McMillan Parke	Completed 12/94

WORK PLANS

GOAL: TELECOMMUNICATIONS

OBJECTIVE #6: To enhance the ICCB office local area network and computer system.

STAFF: Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Define specifications for the system.	December 1992-January 1993	Aulich Cain Everhart McMillan Workgroup	Completed 1/93
2. Meet with consultants to determine the types of hardware and software needed to meet the specifications.	January 1993-March 1993	Aulich Cain Everhart	Completed 3/93
3. Seek ICCB approval.	March 1993	McMillan	Completed 3/93
4. Begin the purchase process.	March 1993	Aulich	Completed 3/93
5. Install the equipment.	May 1993	Aulich Cain Everhart	Completed 8/93
6. Convert necessary programs for the enhanced system.	May 1993-November 1993	Aulich Cain Everhart	9/93-12/94 - Conversion taking place as data updates are due.
7. Test system and software.	May 1993-December 1993	Aulich Cain Everhart	Testing taking place as conversion continues.
8. Implement the enhanced system.	January 1994	Aulich Cain Everhart	Implementation taking place based on data file conversion.

1993 AND 1994 GOALS

GOAL: TEACHING/LEARNING

TO FOCUS STATEWIDE ATTENTION ON THE CRITICAL AREA OF TEACHING/LEARNING AND ALSO ASSIST COLLEGES IN MARKETING TEACHING AND LEARNING EXCELLENCE AS THE HALLMARK OF COMMUNITY COLLEGES.

WORKGROUP: Yvonne Singley, Ellen Andres, Joyce Chilton, Janet Getz, Ivan Lach, Darcy McGrath

OBJECTIVES:

1. To update the list of teaching/learning experts.

   Starting Date: January 15, 1993
   Completion Date: July 1993
   Staff: McGrath, Workgroup

   Outcomes: Publication was disseminated.

2. To recognize colleges for outstanding teaching/learning initiatives.

   Starting Date: July 28, 1992
   Completion Date: October 1994
   Staff: Andres, Chilton, Singley, Workgroup

   Outcomes: Awards were presented in October 1992 and 1993. Award applications for this fall have been mailed.

3. To publish a monograph of teaching/learning initiatives in Illinois community colleges.

   Starting Date: October 20, 1992
   Completion Date: May 1993
   Staff: Getz, Singley, Workgroup

   Outcome: Monograph was disseminated to system in May 1993.

4. To cosponsor a teaching/learning conference with the Faculty Association.

   Starting Date: July 1992
   Completion Date: October 1994
   Staff: Singley, Lach, Workgroup

   Outcomes: Teaching/Learning Conferences were held in October 1992 and 1993. One is currently planned for October 1994.

WORK PLANS

GOAL: TEACHING/LEARNING

OBJECTIVE #1: To update the list of teaching/learning experts.

STAFF: McGrath, Steelman, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Send survey to colleges.	January 15, 1993	McGrath Workgroup	Completed 1/93
2. Compile draft list of experts for review by workgroup.	April 15, 1993	McGrath	Completed 5/93
3. Review list and disseminate to colleges.	June 15, 1993	McGrath Workgroup	Completed 7/93

WORK PLANS

GOAL: TEACHING/LEARNING

OBJECTIVE #2: To recognize colleges for outstanding teaching/learning initiatives.

STAFF: Andres, Chilton, Singley, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Draft application form for awards for review by workgroup.	July 28, 1992	Andres Chilton	Completed 7/27/92
2. Mail awards announcement and application.	August 1, 1992	Andres Chilton	Completed 7/30/92
3. Select best teaching/ learning initiatives.	September 30, 1992	Workgroup	Completed 9/23/92
4. Present awards.	October 16, 1992	ICCB	Completed 10/16/92
5. Draft application form for awards for review by workgroup.	July 28, 1993	Andres Chilton	Completed 7/93
6. Mail Teaching/Learning Award announcement and application.	August 1, 1993	Andres Chilton	Completed 8/93
7. Select best teaching/ learning initiatives.	September 30, 1993	Workgroup	Completed 9/93
8. Present awards.	October 16, 1993	ICCB	Completed 10/93
9. Draft application form for awards.	July 1994	Andres Singley	Completed 7/94
10. Mail awards announcement and application.	August 1994	Andres Singley	Completed 8/94

ACTIVITY	TIMELINES	STAFF	STATUS
11. Select best teaching/learning initiatives.	September 1994	Workgroup	To be completed 9/94
12. Present Awards	October 1994	ICCB	To be completed 9/94

WORK PLANS

GOAL: TEACHING/LEARNING

OBJECTIVE #3: To publish a monograph of teaching/learning initiatives in Illinois community colleges.

STAFF: Getz, Singley, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Prepare draft summaries of teaching/learning initiatives.	October 20, 1992	Workgroup	Completed 10/30/92
2. Meet with representatives from colleges to design monograph.	October 30, 1992	Getz	Completed 11/15/92
3. Obtain pictures and quotes from colleges.	November 13, 1992	Getz	Completed 12/16/92
4. Prepare final edited copy for printer.	January 1, 1993	Getz Singley	Completed 4/93
5. Disseminate monograph to ICCB and community colleges.	March 30, 1993	Getz Singley	Completed 5/93

WORK PLANS

GOAL: TEACHING/LEARNING

OBJECTIVE #4: To cosponsor a teaching/learning conference with the Faculty Association.

STAFF: Singley, Lach, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Work with leaders of ICCFA on sponsoring a teaching/learning conference.	January 1, 1992	Israel Singley Lach	Completed 3/92
2. Develop program agenda and strategies for advertising the 1992 conference.	May 1, 1992	Singley	Completed 5/92
3. Complete activities related to the October conference.	October 29, 1992	Singley Workgroup	Completed 10/29/92
4. Assess the need for a teaching/learning conference in 1994 and seek input from constituent groups.	January 15, 1993 - June 1994	Singley Workgroup	Completed - conference held 10/93 with another scheduled for 10/94.

1993 AND 1994 GOALS

GOAL: WORKFORCE PREPARATION

TO ENHANCE THE EFFECTIVENESS OF THE COMMUNITY COLLEGE SYSTEM AS A LEADER IN THE PREPARATION OF A COMPETITIVE WORKFORCE FOR TODAY AND TOMORROW, AND ASSIST COLLEGES IN MARKETING THEIR WORKFORCE PREPARATION EFFORTS TO BUSINESS, INDUSTRY, AND THE GENERAL PUBLIC WITHIN THE STATE.

WORKGROUP: Larry Allen, Lynn Burger, Ellen Andres, Andi Berryman, Kevin Cain, Pam Coogan, Greg Florian, Kevin Graham, Opal Kimball, Kathy Oglesby, Bev Waldrop, Darcy McGrath

OBJECTIVES:

1.	To recognize community colleges that have developed outstanding workforce preparation programs.	**Starting Date:** June 1992 **Completion Date:** June 1994 **Staff:** Berryman, Waldrop, Workgroup **Outcomes:** Awards were presented to colleges in May 1993 and 1994.
2.	To implement "Centers for Learning Excellence in Adult Education" at community colleges designed to demonstrate the innovative ways of teaching adult basic and adult secondary education students.	**Starting Date:** August 1992 **Completion Date:** June 1994 **Staff:** Burger, Getz, Lach, Smith, Waldrop, Widmer **Outcomes:** Seven Centers of Excellence were established and long-term plans were developed. Two federal grants were obtained and a brochure on the Centers was produced and disseminated.

3.	To implement the administration of the Opportunities Program in a manner ensuring its success.	**Starting Date**: December 1992 **Completion Date:** June 1994 **Staff:** Workgroup **Outcomes:** Initial evaluation report was written, reporting system was developed, funding formula was developed, and handbooks and brochures were developed.
4.	To encourage regional delivery of workforce training.	**Starting Date:** January 1993 **Completion Date:** June 1994 **Staff:** Burger, Oglesby, McGrath **Outcomes:** ICCB practices, policies, and statutes were examined, issues were identified, policy statements were disseminated to regional consortia, consortial efforts were encouraged through workforce preparation special initiative grants, and regional labor market needs were incorporated into the program approval process.
5.	To develop, promote the concept of, and pilot test three workforce preparation centers at community colleges.	**Starting Date:** January 1993 **Completion Date:** June 1994 **Staff:** Allen, Burger, Coogan, Florian, Morgan, Waldrop **Outcomes:** Four centers (Joliet, Chicago, Illinois Eastern, and Parkland) were funded through JTPA and workforce preparation initiative grants.
6.	To promote school-to-work transition efforts in the community colleges.	**Starting Date:** January 1993 **Completion Date:** June 1994 **Staff:** Burger, Berryman, Oglesby, McGrath **Outcomes:** Appropriate community college transition efforts were identified, and recommendations were presented to the Board, six regional forums were held across the state to provide information and receive input on issues, and a workshop was held to facilitate local discussions on partnership development and STW planning.

7.	To promote community college services to prepare older persons for re-entry into the workforce.	**Starting Date**: January 1993 **Completion Date:** June 1994 **Staff:** Allen, Workgroup **Outcomes:** Following staff work to identify programs and issues, it was determined that the activities of this objective were duplicating the work of other entities. When the work of the external groups have been completed, the need for further action on this objective will be reassessed.
8.	To identify the need for, and promote the development of, emerging technology curricula.	**Starting Date:** May 1993 **Completion Date:** June 1994 **Staff:** Burger, Burger **Outcomes:** Recommendations were presented to the Board in May 1993. Further activities were included in the school-to-work initiative.

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #1: To recognize community colleges that have developed outstanding workforce preparation programs.

STAFF: Berryman, Waldrop, Coogan, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Develop an application form for colleges to use in applying for the awards.	January 1993	Berryman Coogan Waldrop	Completed 1/93
2. Send out an announcement of the ICCB Workforce Preparation Awards along with applications to colleges.	March 1993	Berryman Coogan Waldrop	Completed 3/93
3. Select outstanding programs to recommend to ICCB for recognition.	April 1993	Workgroup	Completed 4/93
4. Coordinate awards with other ICCB staff to ensure appropriate publicity and marketing.	May 1993	Berryman Waldrop	Completed 5/93
5. Develop refinements to an ICCB Workforce Preparation Awards program to be used in fiscal year 1994.	June 1993	Berryman Waldrop	Completed 5/93
6. Develop an application form for colleges to use in applying for the awards.	January 1994	Berryman Coogan Waldrop	Completed 1/94

ACTIVITY	TIMELINES	STAFF	STATUS
7. Send out an announcement of the ICCB Workforce Preparation Awards along with applications to colleges	March 1994	Berryman Coogan Waldrop	Completed 3/94
8. Select outstanding programs to recommend to ICCB for recognition.	April 1994	Workgroup	Completed 4/94
9. Coordinate awards with other ICCB staff to ensure appropriate publicity and marketing.	May 1994	Berryman Waldrop	Completed 4/94
10. Present awards	May 1994	ICCB	Completed 5/94

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #2: To implement "Centers for Learning Excellence in Adult Education" at community colleges designed to demonstrate the innovative ways of teaching adult basic and adult secondary education students.

STAFF: Waldrop, Burger, Getz, Lach, Smith, Widmer

ACTIVITY	TIMELINES	STAFF	STATUS
1. Define the purpose of Centers of Excellence in Adult Education.	August 1992	Waldrop	Completed 8/92
2. Develop and issue Request for Proposals.	August 1992	Waldrop Lach	Completed 8/92 and 7/93
3. Select Centers of Excellence based on criteria in RFP.	November 1992	Waldrop Review Committee	Completed 11/92
4. Coordinate award announcement and ongoing publicity.	December 1992-June 1993	Waldrop Getz Burger	Completed 12/92
5. Develop contractual agreements for the Centers to ensure accountability measures.	December 1992	Waldrop Widmer Smith	Completed 2/93
6. Implement the Centers based on the criteria in the RFP and each college proposal.	November 1992-June 1993	Waldrop Lach	Completed 6/93
7. Monitor and evaluate the Centers of Excellence.	January-June 1993	Waldrop Smith Burger	Completed 6/93

ACTIVITY	TIMELINES	STAFF	STATUS
8. Develop a long-term plan regarding the future role and addition of Centers of Excellence.	February-June 1993	Waldrop Lach Burger	Completed 6/93
9. Issue Request for Applications to seven designated Centers.	July 1993	Waldrop	Completed 7/93
10. Select Centers to receive FY94 funding.	August 1993	Waldrop Lach Burger	Completed 8/93
11. Issue contractual agreements for the Centers to ensure accountability measures.	October 1993	Waldrop, Widmer, Smith	Completed 10/93 Signed 12/93
12. Issue report on FY93 Centers of Excellence.	October-November 1993	Waldrop	Completed 12/93
13. Develop publicity on Centers.	September-November 1993	Waldrop Getz	Completed 4/94
14. Implement the Centers based on the criteria in the RFP and each college proposal.	September 1993-June 1994	Waldrop	Completed 5/94
15. Monitor and provide technical assistance for the Centers.	October 1993-June 1994	Waldrop Smith Burger	Completed 6/94
16. Develop plan for FY95 for the Centers.	February-June 1994	Waldrop Lach Burger	Completed 5/94
17. Implement the above plan.	July 1993-June 1994	Waldrop Burger Lach	Completed 5/94

WORK PLANS

GOAL: WORKFORCE PREPARATION

Objective #3: To implement the administration of the Opportunities Program in a manner ensuring its success.

STAFF: Ellen Andres, Kevin Cain, Greg Florian, Kevin Graham, Kathy Oglesby, Dave Steelman, Bev Waldrop

ACTIVITY	TIMELINES	STAFF	STATUS
1. Develop an evaluation instrument and measure the success of the Opportunities Program.	December 1992-June 1994	Workgroup	Completed through DPA 6/94; FY95 contract includes in-depth external evaluation.
2. Develop and implement an Opportunities reporting system and assist the colleges in its use.	September 1992-June 1994	Cain Andres	Completed 3/93
3. Develop a funding formula and all ancillary financial functions to ensure accountability for the program.	June 1992- June 1994	Andres Florian Graham Oglesby Steelman Waldrop	Completed 4/93
4. Develop/distribute informational materials, such as an Opportunities handbook, brochure, and effective public relations materials.	November 1992-June 1994	Waldrop Andres Cain Graham Oglesby Steelman	Completed 6/94

ACTIVITY	TIMELINES	STAFF	STATUS
5. Select additional colleges to participate in the Opportunities Program subject to available funding.	January 1993-June 1994	Workgroup	The selection of additional colleges will take place subject to the results of the upcoming external evaluation and available funding.

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #4: To encourage regional delivery of workforce training.

STAFF: McGrath, Burger, Risse

ACTIVITY	TIMELINES	STAFF	STATUS
1. Examine existing ICCB practices, policies, and statutes that affect regional delivery of programs to (1) identify how they determine when regional program delivery is appropriate, (2) how they encourage or discourage regional program delivery, and (3) how these practices and policies interrelate.	January 1993-April 1993	McGrath Burger	Completed 4/93
2. Identify issues for discussion with ICCB staff and the system regarding what new concepts for regional delivery could be established and what corresponding improvements could be made to current practices or policies.	May 1993 - June 1993	McGrath Burger	Completed
3. Develop recommendations for needed concept changes/improvements with system input.	August-December 1993	McGrath Burger	Completed 12/93
4. Present recommendations to the ICCB.	January 1994	Burger Lach	Completed 6/93
5. Incorporate nonpolicy changes into current practices.	January-March 1994	Burger McGrath	Completed 5/94
6. Introduce policy changes via legislative or state rulemaking process.	January-June 1994	Burger	Completed 6/94

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #5: To develop, promote the concept of, and pilot test three workforce preparation centers at community colleges.

STAFF: Allen, Burger, Coogan, Florian, Waldrop

ACTIVITY	TIMELINES	STAFF	STATUS
1. Determine the purpose and functions of workforce preparation centers at community colleges.	January 1993	Allen Burger Coogan Florian Waldrop Workgroup	Completed 3/94
2. Identify the programs to be included in the workforce preparation centers.	February 1993	Allen Burger Coogan Florian Waldrop	Completed 6/93
3. Seek funding and develop/issue request for proposal for workforce preparation centers.	March 1993-June 1994	Allen Burger Coogan Florian Waldrop	Completed
4. Select and notify three community colleges to develop/implement model workforce development centers.	September 1993	Allen Burger Coogan Florian Waldrop	Completed-one funded in FY93; 4 colleges funded in FY94.

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #6: To promote school-to-work transition efforts in the community colleges.

STAFF: McGrath, Berryman, Burger, Oglesby

ACTIVITY	TIMELINES	STAFF	STATUS
1. Examine types of school-to-work transition efforts.	January 1993-April 1993	McGrath Burger	Completed 4/93
2. Identify what types of transition efforts would be appropriate for community colleges.	May 1993-June 1993	Berryman McGrath Oglesby Burger	Completed 6/93
3. Coordinate identified efforts with appropriate secondary and national efforts.	May 1993-July 1993	Berryman McGrath Oglesby Burger	Completed 11/93
4. Develop recommendations for implementation of appropriate transition efforts.	August 1993-December 1993	McGrath Burger	Completed 11/93
5. Present recommendations to the ICCB.	January 1994	McGrath	Completed 2/94
6. Identify methods for promoting appropriate transition efforts to the colleges.	January 1994 - February 1994	Berryman McGrath Oglesby Burger	Completed 2/94
7. Promote school-to-work transition efforts to the community colleges.	March-June 1994	McGrath Burger Oglesby	Completed 8/94

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #7: To promote community college services to prepare older persons for re-entry into the workforce.

STAFF: Allen, Workgroup

ACTIVITY	TIMELINES	STAFF	STATUS
1. Define the term "older person" as it applies to the objective.	January 1993 - February 1993	Allen Others	Completed 1/94
2. Identify special services and existing/potential courses and programs to be offered to older persons.	March 1993-April 1993	Allen Others	Survey instrument was developed and shared with external group who is conducting a similar project. The group will share the results with ICCB. Further action is pending until results are received.
3. Design and implement strategies for the community colleges to recruit older persons re-entering the workforce.	May 1993-July 1993	Allen Others	To be completed at a later date.
4. Monitor the progress of older workers at community colleges.	August 1993-June 1994	Allen Others	To be completed at a later date.

WORK PLANS

GOAL: WORKFORCE PREPARATION

OBJECTIVE #8: To identify the need for, and promote the development of, emerging technology curricula.

STAFF: McGrath, Burger

ACTIVITY	TIMELINES	STAFF	STATUS
1. Define "emerging technology" by reviewing literature and obtaining input from colleges.	January 1993-March 1993	McGrath Burger	Completed 4/94
2. Develop recommendations that identify the need for emerging technology curricula and that provide an agenda for future direction, including budget recommendations for FY 1995, if applicable.	April 1993-May 1993	McGrath Burger	Report completed 5/93
3. Present recommendations to the ICCB.	June 1993	McGrath Lach	Completed 5/93